



Create a University department account to use Zipcar for business driving. It's a smarter, eco-friendly alternative to car ownership. Department accounts support multiple drivers and allow them to grab wheels to run office errands or attend conferences – all on a centralized billing account.

**We'll waive the setup fee and annual membership fees for drivers on your account!**

### ADMINISTRATIVE BENEFITS

- Approve/deny members
- Cancel reservations on behalf of another employee
- Review real-time reports allowing for easy auditing, including 24/7 reservation activity
- Option to require up to two customizable memo lines per reservation

### WHAT'S INCLUDED



#### MILES

Up to 180 miles per day – for day long conferences or quick office errands.



#### GAS

Fill up using the gas card that's inside the car. We'll get the bill.



#### INSURANCE

If you're a Zipcar member, you're covered! [So you can drive safe and rest easy.]



#### ZIPCARD

Your key to the cars on campus and the 12,000+ cars internationally.



#### MOBILE APP

No paperwork or hassles. Find, book, lock up, and even honk with the app.

### GET STARTED TODAY

- Go to [zipcar.com/department](http://zipcar.com/department) to apply and someone from our team will reach out to finalize the setup!

VISIT [ZIPCAR.COM/HOW](http://zipcar.com/how) TO LEARN MORE ABOUT ZIPCAR